



## *Community Development Department*

### **RENAISSANCE ZONE AUTHORITY**

#### **MEETING AGENDA**

**December 15, 2015**

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City-County Office Building	4:00 p.m.	David J. Blackstead Meeting Room
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- 1. Call to Order**
- 2. Approval of Minutes**
  - a. November 17, 2015
- 3. Downtown Design Review**
  - a. 307/309 North 3<sup>rd</sup> Street – The District
  - b. 108 North Mandan Street – Los Lunas Mexican Restaurant
- 4. CORE Incentive Program Projects**
  - a. Request of Los Lunas Authentic Mexican Restaurant, LLC for assistance from the CORE Façade Incentive grant program for the building at 108 North Mandan Street. The property is owned by 108 Mandan, LLC and is legally described as Lots 7-11 less the South 98.12 feet, Block 30, Original Plat.
  - b. Request of Triple J Properties, LLC for assistance from the CORE Technical Assistance Bank grant program for the building at 710 East Bowen Avenue. The property is owned by Triple J Properties, LLC and is legally described as the East 130 feet of Lot 7, all of Lots 8-12 and the East half of the vacated alley adjacent, Block 73, Original Plat.
- 5. Renaissance Zone Project**
  - a. Request of River Road Partners, LLC for designation of the purchase with improvements for the building at 212 East Main Avenue as a Renaissance Zone project. The property is owned by Hometown Partners, LLP and is legally described as Lot 12, Block 52, Original Plat
- 6. Downtown Update Provided by the Downtowners Association**
- 7. Other Business**
- 8. Adjourn – Next regular meeting is scheduled for Tuesday, January 19, 2016.**



**RENAISSANCE ZONE AUTHORITY  
MEETING MINUTES  
November 17, 2015**

The Bismarck Renaissance Zone Authority met on November 17, 2015 in the David J. Blackstead Meeting Room in the City-County Office Building at 221 North 5<sup>th</sup> Street. Chairman Walth presided.

Authority members present were Jim Christianson, George Keiser, Todd Van Orman, Jeff Ubl, and Curt Walth.

Authority members absent were Josh Askvig and Chuck Huber.

Technical advisors Bruce Whittey and Steph Smith were present.

Staff members present were Jason Tomanek (Senior Planner), Brenda Johnson (Real Property Appraiser), Sandra Bogaczyk (Community Development Office Assistant), Hilary Balzum (Community Development Administrative Assistant), and Charlie Whitman (City Attorney).

Guests present were Kate Herzog and Madison Cermak of the Downtowners, and Jack Glasser of Glasser Images.

**CALL TO ORDER**

Chairman Walth called the meeting to order at 4:00 p.m.

**MINUTES**

The minutes of the October 20, 2015 meeting were distributed with the agenda packet.

**MOTION:** A motion was made by Mr. Keiser and seconded by Mr. Christianson to approve the minutes of the October 20, 2015 meeting as received. The motion passed unanimously with members Christianson, Huber, Keiser, Van Orman and Walth voting in favor.

**RENAISSANCE ZONE PROJECT**

Mr. Jack Glasser of Glasser Images, LLC requested designation of the lease space at 510 East Main Avenue as a Renaissance Zone project utilizing the 3<sup>rd</sup> floor as a photography studio and office. The property is owned by Gulch Holdings II, LLC and is legally described as Lots 13-15, Block 46, Original Plat. The proposed improvements include receptionist and waiting area, restrooms, meeting and conference rooms, studio and workspace effectively tripling their physical size from the current business location on Tacoma. The benefit would be a State business income tax exemption of \$5,000 over five years. Build-out costs are \$40/SF equaling a \$140,000 build-out investment in the leasable area.

**MOTION:** A motion was made by Mr. Christianson and seconded by Mr. Keiser to recommend approval of the designation as lease of space at 510 East Main Avenue by Glasser Images, LLC, as a Renaissance Zone project with an exemption from state tax on income derived from the business location for five years beginning with the date of occupancy. The motion passed unanimously with members Keiser, Van Orman, Ubl and Walth voting in favor.

### **RENAISSANCE ZONE BOUNDARY MODIFICATION GUIDELINES –DISCUSSION**

Chairman Walth suggested the Authority summarize and review last month's decisions and to make any clarifications necessary.

Mr. Tomanek clarified that that new term "guidelines" is now being used rather than "criteria", that the three statements were discarded as too project specific and instead kept the guidelines in general terms.

Mr. Christianson was concerned about how information would be circulated and he suggested placing information on the website. Mr. Tomanek stated it can be posted on the City's website but that it was his understanding that the information was intended as in-house guidelines.

Mr. Tomanek reminded the Authority that Staff has until May 2016 to submit a memorandum of agreement to request a five year renewal of the Renaissance Zone program designation by the State, by updating the goals and objectives of the Renaissance program in Bismarck. The process will begin in January 2016. Mr. Tomanek stated that it will take five to six months to complete the modifications while Chairman Walth stated that he would like to receive updates. The approval process will be reviewed and then addressed at a later date.

Chairman Walth requested final comments or questions regarding any aspect of the guidelines process, with no further comments made, the general consensus of the Authority was to adopt the guidelines as amended.

### **OTHER BUSINESS – CORE PROJECT UPDATE** - 223 East Main Avenue

Chairman Walth asked what the status was on the exterior design on the J&R Vacuum & Sewing building. Mr. Tomanek addressed his memorandum to Joe Larrivee and Jim Barnhardt regarding the color selection and the choice to compliment the original brick color and furthermore approving the colors chosen for the façade. He stated that Planning staff reviewed the final color swatch in March and April of 2015. Mr. Tomanek noted that Mr. Larrivee had indicated the desire to utilize a single color of panel once the condition and color of the existing brick was realized. Mr. Tomanek noted that the original brick is tan with accents of dark brown. The dark brown panels were intended to complement the speckled brick. Mr. Tomanek concluded that based on that information, Planning staff raised no objections to the final color selection.

## **DOWNTOWN UPDATE PROVIDED BY THE DOWNTOWNERS ASSOCIATION**

Kate Herzog and Madison Cermak representing the Downtowners Association reviewed the bike share program that has been implemented in Fargo and described the immensely successful bike station program weighing heavily on NDSU ridership. She mentioned the rail-trail bike plan for Bismarck and its hopeful connection to the FiveSouth planned development project. Mr. Wittey asked how many bike stations were built at NDSU with Mr. Tomanek answering. Ms. Herzog noted the flexibility of different bike share programs to cater to Bismarck's specific needs noting corporate sponsorship and different recreation or commuter needs, that bike stations are solar powered and the infrastructure would not disturb sidewalks. Mr. Tomanek noted the need to discover a critical mass of users noting University of Mary as possibly being a large influence for a project, along with future FiveSouth residents. Mr. Tomanek noted the low-maintenance of the bikes presented in Fargo.

## **OTHER**

Mr. Tomanek stated that an application for a Purchase with Improvements Renaissance Zone project will be submitted for the meeting in December. He stated the applicants would also like to apply for the CORE Technical Assistance Bank. Mr. Tomanek asked the Authority members if they would be comfortable reviewing the purchase with improvements application to allow the group to move forward on the purchase of the property with the knowledge that once they own the building they would also apply for assistance from the CORE Technical Assistance Bank.

Mr. Kaiser offered that any assistance they receive could be used for a future project, should they not purchase.

Mr. Tomanek clarified the two requests are two separate applications.

Mr. Ubl questioned the intent of the Technical Assistance Bank application and that perhaps in this case the potential owners would be abusing the program to simply do their own due diligence regarding property improvements rather than staying true to the spirit of the application. Mr. Tomanek clarified that they want to do exterior improvements and work with the Building Official on how to add an internal stairway. Mr. Tomanek stated that his concerns with not doing both applications together would be that the Purchase with Improvements application would not be as complete without the itemized list which Technical Assistance would produce.

Chairman Walth suggested that perhaps the investment level may not meet the requirements for application. He mentioned that precedent guides the Authority to only offer Technical Assistance to owners. The general consensus was to have the buyers apply for the Purchase with Improvements first and then have them apply for Technical Assistance once they're the owners of the property.

Chairman Walth asked when the Authority would see the Block Expansion Study. Mr. Tomanek stated that he had not yet contacted property owners in the search area. He continued by saying that he has considered three scenarios; an online survey and a website, a public information meeting, or sending direct letters in an attempt to get more responses from more owners.

Chair Walth stated that the Renaissance Zone program might not be completely understood by many and that time should be spent to advertise the program.

## **ADJOURNMENT**

There being no further business, Chairman Walth adjourned the meeting of the Bismarck Renaissance Zone Authority at 5:00 p.m.

Respectfully Submitted,

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Sandra Bogaczyk  
Recording Secretary

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Curt Walth  
Chairman

**BISMARCK RENAISSANCE ZONE AUTHORITY  
STAFF REPORT**

<b>BACKGROUND:</b>		
<b>Title:</b> 108 North Mandan Street – CORE Façade Incentive Grant		
<b>Status:</b> Renaissance Zone Authority	<b>Date:</b> December 15, 2015	
<b>Street Address:</b> 108 North Mandan Street	<b>Legal Description:</b> Lots 7-11 less the South 98.12 feet, Block 30, Original Plat	
<b>Project Type:</b> CORE Incentive Program	<b>CORE Program:</b> Façade Incentive Grant	
<b>Applicant:</b> Los Lunas Authentic Mexican Restaurant, LLC/Mark & Valerie Luna	<b>Owner:</b> 108 Mandan , LLC/Ann Farrell	
<b>Project Description:</b> <p>The applicant is requesting assistance from the CORE Façade Incentive Grant Program to secure assistance for exterior improvements to the building. Façade renovation plans include covering the existing brick material with EIFS to resemble a southwest-style Mexican restaurant, replacing the entry door, adding a 3' x 4' window and adding a parapet wall with elements that would mimic southwest-style architecture and appearance.</p>		
<b>PROJECT INFORMATION:</b>		
<b>Parcel Size:</b> 3,985 square feet	<b>Building Floor Area:</b> 2,888 square feet	<b>Lease Area:</b> N/A
<b>Total Project Cost:</b> \$99,576	<b>Contractor:</b> Multiple	<b>Incentive Grant Requested:</b> \$30,000 (maximum)
<b>ADDITIONAL INFORMATION:</b>		
<ol style="list-style-type: none"> <li>1. The Façade Incentive Grant funds may be used for exterior rehabilitation and exterior improvements to commercial buildings in order to enhance the overall appearance, quality and vitality of downtown Bismarck.</li> <li>2. The building is an addition to the LJ Anderson Building which is listed as an individually eligible and contributing historic building. The one-story brick wing to the Anderson building was likely modified in the 1950s to include a small storefront bay at the south end of the façade with a display window and a doorway sheltered under a flat aluminum canopy. The windows are 1950s/60s-vintage aluminum sash and glass. A portion of the façade has been covered with a stucco material. There are visible signs of deteriorating brick and mortar on both the north and east-facing exterior walls. At this time, the building is a cold shell with no interior insulation.</li> </ol>		
<b>FINDINGS:</b>		
<ol style="list-style-type: none"> <li>1. The building is located within the Downtown Tax Increment Finance District.</li> <li>2. The applicant provided three bids from various contractors; the estimates were between \$99,576, \$106,500 and \$108,950. The low bid was submitted by Creative Construction.</li> <li>3. The applicant estimates that the project could be completed during the spring of 2015.</li> </ol>		

**RECOMMENDATION:**

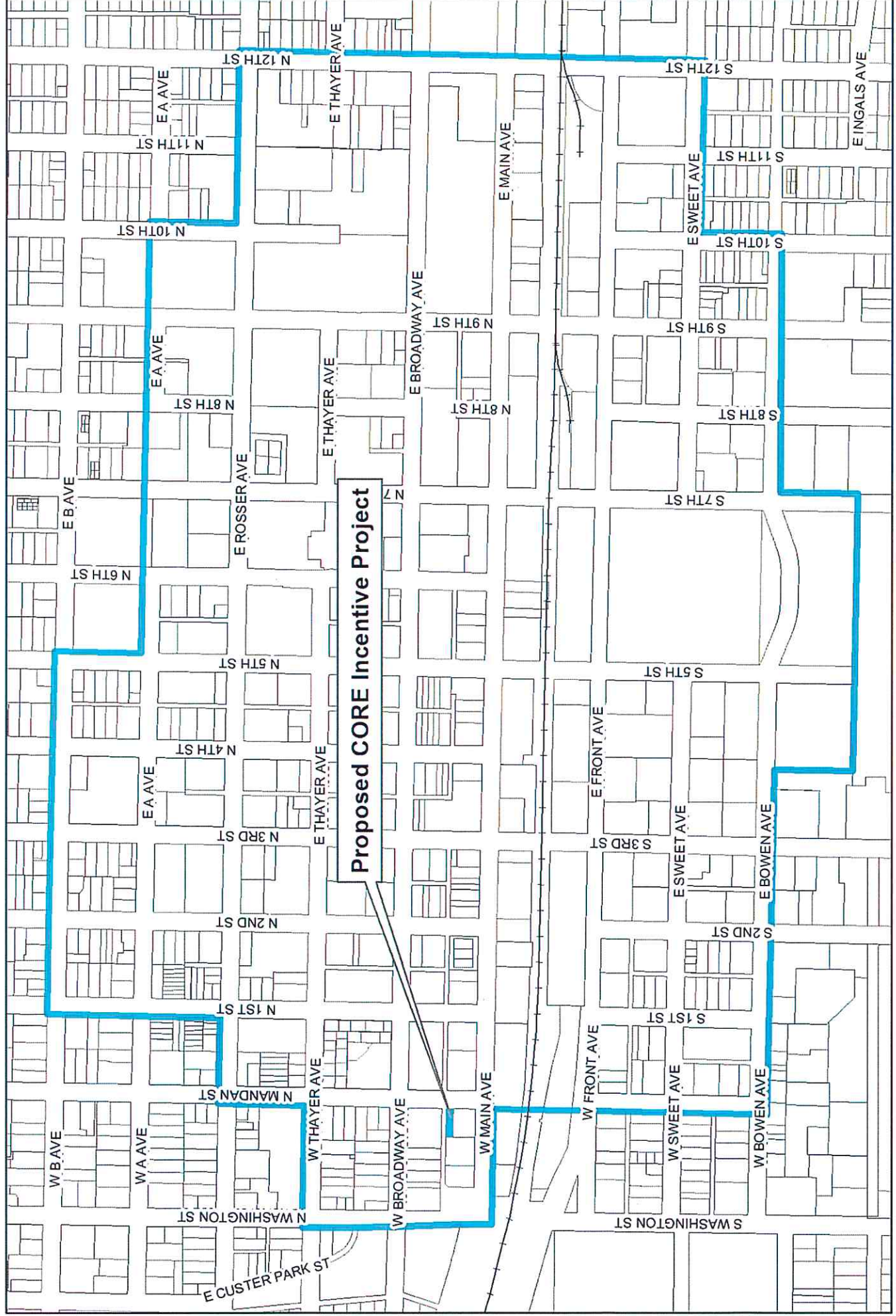
Based on the above findings, staff recommends reviewing the results of the Downtown Design Review Committee and the above findings and modifying them as necessary to support the decision of the Authority. If the project receives a favorable recommendation, Planning staff would recommend the following conditions accompany the recommendation:

1. The project generally conforms to the building elevations submitted with the application.
2. All the necessary building permits are obtained.
3. Any modifications to the project as proposed would need to be reviewed by the Renaissance Zone Authority prior to implementation.

In the event the Downtown Design Review Committee does not approve the proposed exterior modifications, staff would recommend continuing the hearing until such time as an acceptable exterior design has been approved.



# Proposed CORE Incentive Programs Project - 108 North Mandan Street







# Existing Building

Not To Scale

Inline Designs, Inc Bismarck, North Dakota (email) <a href="mailto:inlinedesigns@msn.com">inlinedesigns@msn.com</a> <a href="http://www.InlineDesignsInc.com">www.InlineDesignsInc.com</a> (cell) 701-214-3311	Client Name & Address: Los Lunas Mexican Restaurant Plans Drawn For: Creative Construction	 <b>Inline Designs Inc.</b> 701-214-3311	Drawn By: SRW Date: 10/9/2015	The plans and elevations are only conceptual and give the client an example of what is to be built. A contractor or an Architect is responsible for verifying the dimensions and other information on these plans. Inline designs cannot be held responsible for inaccurate information that may lead to additional cost for the owner or a delay in the project.
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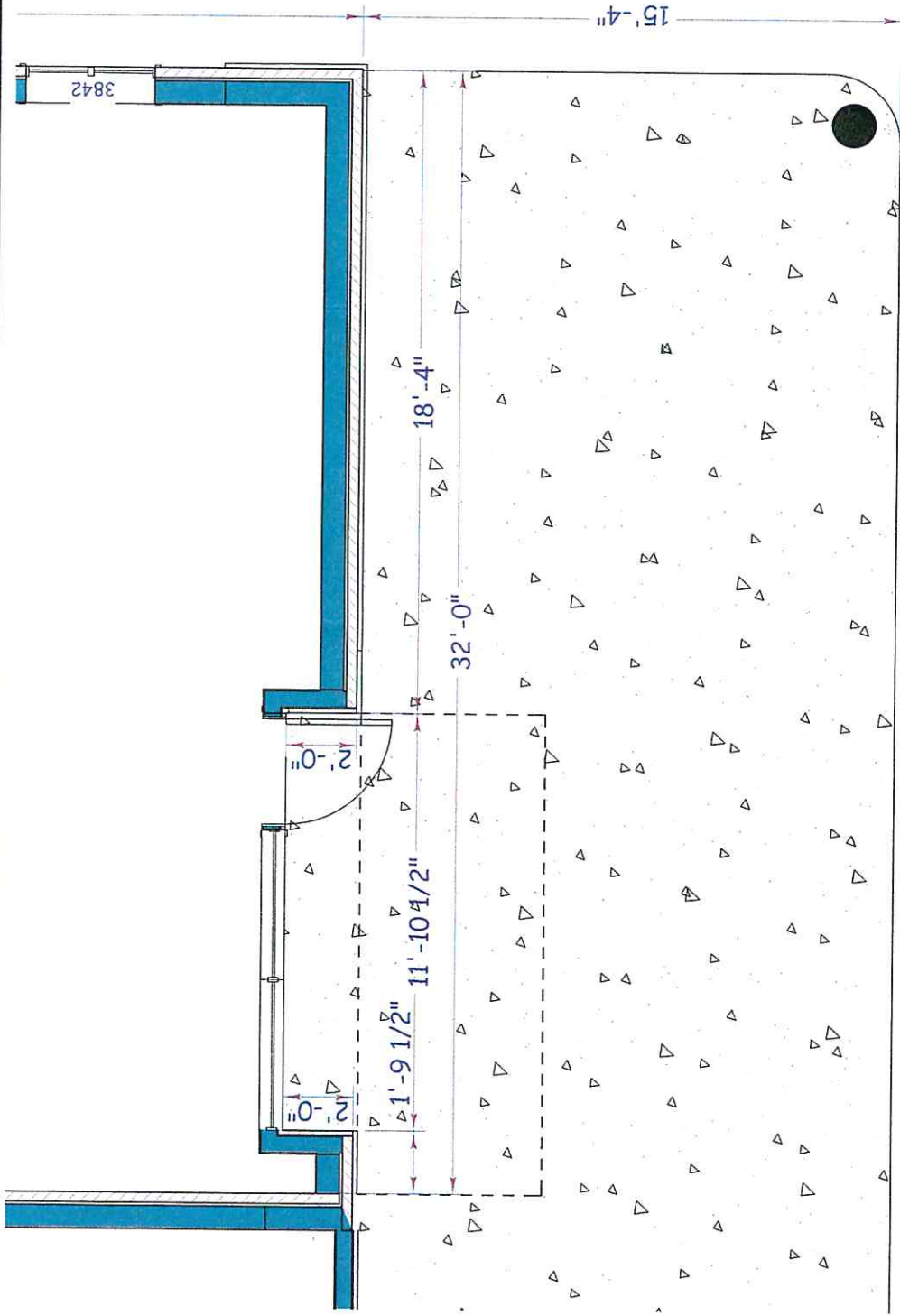


36" wide window  
48" tall

# Remodeled Plan

Not To Scale

<p>Inline Designs, Inc Bismarck, North Dakota (email) <a href="mailto:inlinedesign@msn.com">inlinedesign@msn.com</a> <a href="http://www.InlineDesignsInc.com">www.InlineDesignsInc.com</a> (cell) 701-214-3311</p>	<p>Client Name &amp; Address: Los Lunas Mexican Restaurant Plans Drawn For: Creative Construction</p>	<p> <b>Inline Designs Inc.</b> <b>701-214-3311</b></p>	<p>Drawn By: SRW Date: 10/9/2015</p>	<p>The plans and elevations are only conceptual and give client an example of what is to be built. A contractor Architect is responsible for verifying the dimensions other information on these plans. Inline designs cannot held responsible for inaccurate information that may lead additional cost for the owner or a delay in the project.</p>
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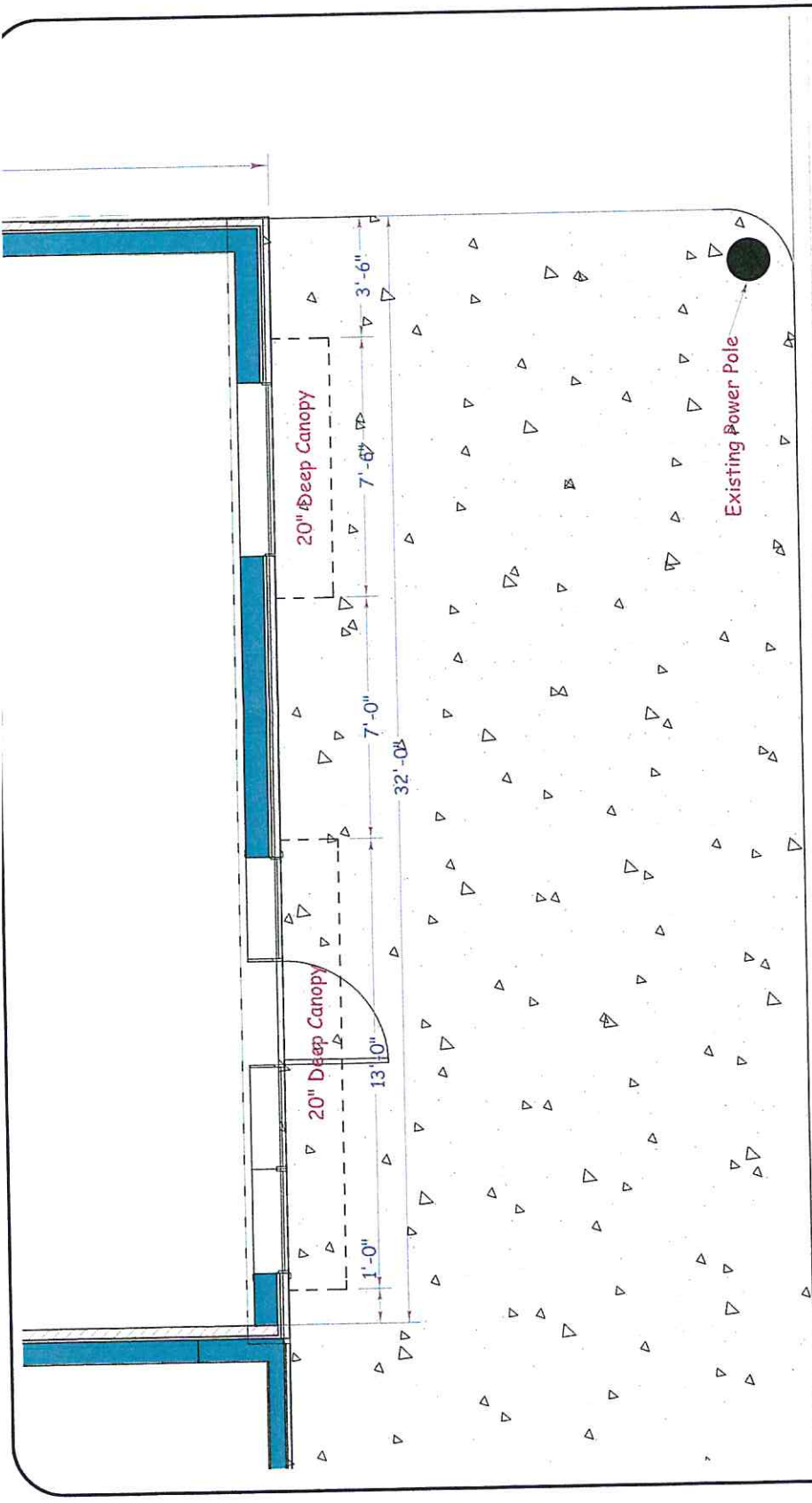


## Existing Building

Scale: 1/4"=1'-0"

Inline Designs, Inc Bismarck, North Dakota (email) <a href="mailto:inlinedesign@msn.com">inlinedesign@msn.com</a> <a href="http://www.InlineDesignsInc.com">www.InlineDesignsInc.com</a> (cell) 701-214-3311	Client Name & Address: Los Lunas Mexican Restaurant Plans Drawn For: Creative Construction	 <b>Inline Designs Inc.</b> 701-214-3311	Drawn By: SRW Date: 10/9/2015	The plans and elevations are only conceptual and give the client an example of what is to be built. A contractor or an Architect is responsible for verifying the dimensions and other information on these plans. Inline designs cannot be held responsible for inaccurate information that may lead to additional cost for the owner or a delay in the project.
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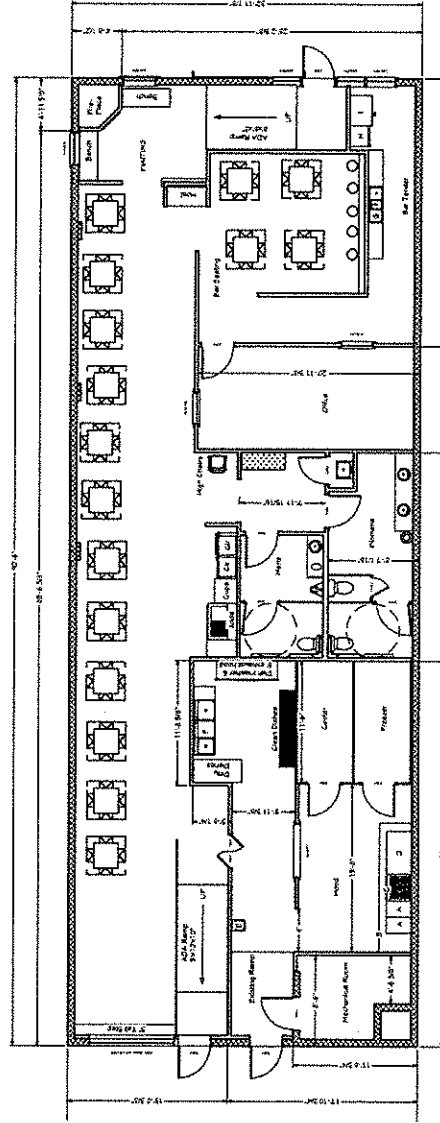
## Remodeled Plan

Scale: 1/4"=1'-0"

Inline Designs, Inc Bismarck, North Dakota (email) <a href="mailto:inlineDesign@msn.com">inlineDesign@msn.com</a> <a href="http://www.InlineDesignsInc.com">www.InlineDesignsInc.com</a> (cell) 701-214-3311	Client Name & Address: Los Lunas Mexican Restaurant Plans Drawn For: Creative Construction	 <b>Inline Designs Inc.</b> 701-214-3311	Drawn By: SRW Date: 10/9/2015	The plans and elevations are only conceptual and give the client an example of what is to be built. A contractor or an Architect is responsible for verifying the dimensions and other information on these plans. Inline designs cannot be held responsible for inaccurate information that may lead to additional cost for the owner or a delay in the project.
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RECEIVED

NOV 25 2015



EQUIPMENT LIST

A	18" FRIER, LUNAS
B	12" HOOD, NORTHERN PLAINS
C	4 BURNER RANGE, LUNAS
D	4" GRILL, LUNAS
E	HAND WASH SINK
F	3 COMPARTMENT KITCHEN SINK
G	3 COMPARTMENT BAR SINK
H	MUG FREEZER
I	COOLER

DATE	10/26/15
F1	

SCALE  
1/8"=1'

REVISIONS

PROJECT ADDRESS  
108 Mandan St  
Bismarck, ND

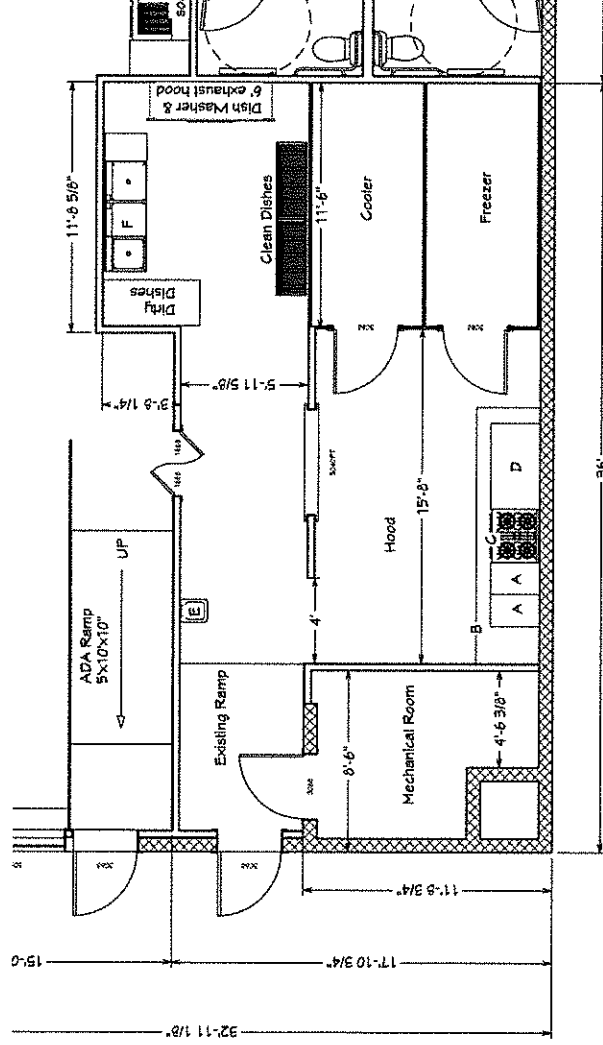
OS LUNAS

Drawn By:  
Chad Dietrich  
4720 19th ST SE  
MANDAN, ND 58554  
P) 701-663-3446  
F) 701-223-2640



RECEIVED

NOV 25 2015



1st Floor

## KITCHEN ZOOK

### EQUIPMENT LIST

A	18" FRIER, LUNAS
B	12" HOOD, NORTHERN PLAINS
C	4 BURNER RANGE, LUNAS
D	4" GRILL, LUNAS
E	HAND WASH SINK
F	3 COMPARTMENT KITCHEN SINK
G	3 COMPARTMENT BAR SINK
H	MUG FREEZER
I	COOLER

DATE:	10/26/15
F2	

SCALE  
1/4"=1'

### REVISIONS

PROJECT ADDRESS  
108 Mandan St  
Bismarck, ND

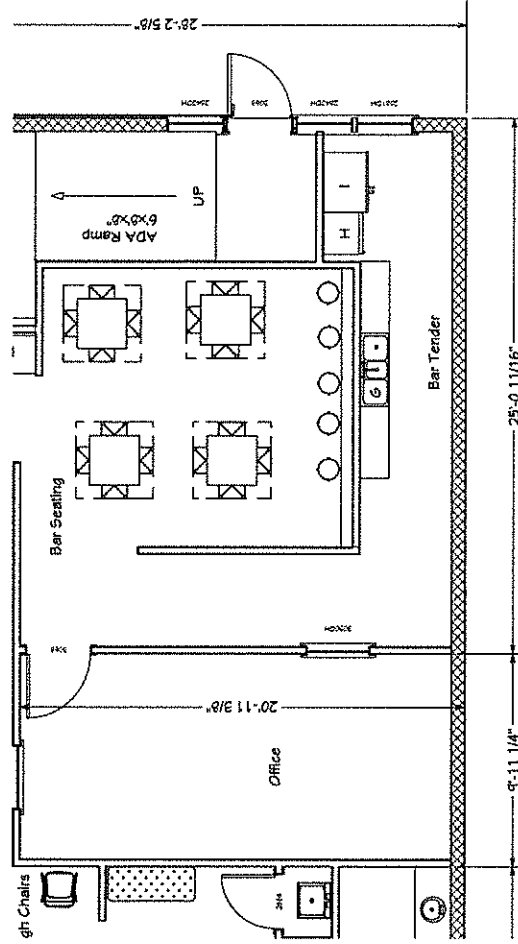
OS LUNAS

Drawn By:  
Chad Dietrich

4720 19th ST SE  
MANDAN, ND 58554  
P: 701-663-3446  
F: 701-223-2640

CREATIVE  
CONSTRUCTION  
663-3446  
Bismarck - Mandan

RECEIVED  
NOV 25 2015



1st Floor

## BAR SEATING ZOOM

### EQUIPMENT LIST

A	18" FRIER, LUNAS
B	12" HOOD, NORTHERN PLAINS
C	4 BURNER RANGE, LUNAS
D	4" GRILL, LUNAS
E	HAND WASH SINK
F	3 COMPARTMENT KITCHEN SINK
G	3 COMPARTMENT BAR SINK
H	MUG FREEZER
I	COOLER

DATE	F3
10/26/15	

SCALE
1/4"=1'

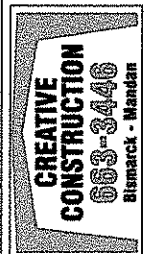
REVISIONS

PROJECT ADDRESS
108 Mandan St Bismarck, ND

OS LUNAS

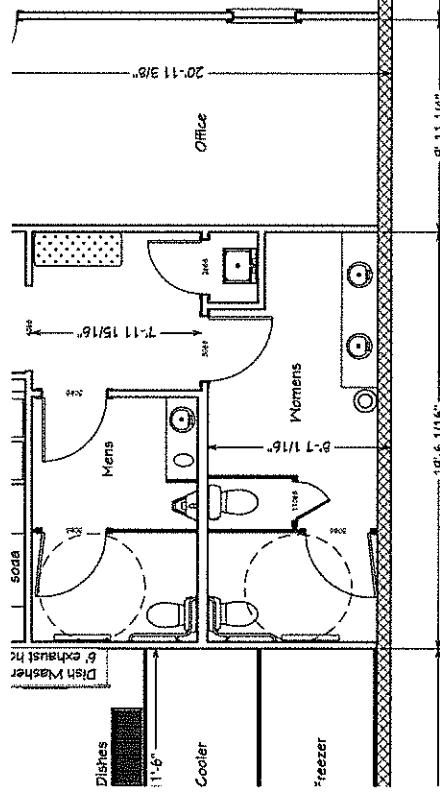
Drawn By:
Chad Dietrich

4720 19th ST SE MANDAN, ND 58554 P) 701-683-3446 F) 701-223-2640
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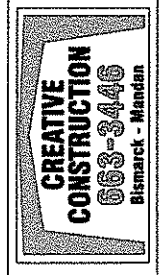


RECEIVED  
NOV 25 2015



1st Floor

## BATHROOM ZOOM



4720 19th ST SE  
MANDAN, ND 58554  
P 701-663-3446  
F 701-223-2640

Drawn By:  
Chad Dietrich

OS LUNA'S

PROJECT ADDRESS  
108 Mandan St  
Bismarck, ND

REVISIONS

SCALE  
1/4"=1'

DATE  
10/26/15

F4



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3325 Skylink Ave. Bismarck, ND 58504

zclie@chiefbuildings.com

Fax: 701-823-2840

## Los Lunas Mexican Restaurant

Dear Mark & Val;

As per your request, here is a list of the materials that will be used for the exterior finish of your new restaurant.

- Expanded Polystyrene foam added to all the exterior wall
- EFIS (stucco) installed over the top of the Polystyrene foam, color to be chosen by owner
- 29ga standing seam metal over the windows to create an awning, color to be chosen by owner
- Logs added for decoration purposes as well as supports for the awnings. Size and species of logs to be determined by owners

Let us know if there is any other information you may need

Sincerely

Glenn Maier  
Creative Construction LLC

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"We Build Relationships"

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4720 19th St SE, Mandan, ND 58554

chad@creativeconstructionllc.net

October 29, 2015

Los Lunas New Mexico Restaurant  
108 N Mandan St  
Bismarck, ND 58504

Val,

Regarding the exterior existing walls we recommend using EFIS for the outside of the walls to seal them up and also for the added insulation due to the numerous holes in the walls that we can see light through. Structurally it looks to be sound but there are so many places with missing mortar that we feel this is a better solution than repairing the mortar, painting, and framing walls inside with additional insulation. This also keeps the old building feel inside which will really compliment your interior finish.

If you have any questions give me a call.

Thanks,

Chad L. Dietrich  
*President*



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4720 19th St SE, Mandan, ND 58554

chad@creativeconstructionllc.net

Los Lunas New Mexico Restaurant  
108 N Mandan St  
Bismarck, ND 58504

September 10, 2015

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**\*\* EXTERIOR PROPOSAL \*\***

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**Remodel of the previous Eggers Motor space at 108 N Mandan St, Bismarck.**

**Framing:**

- Frame the arches above the top of the existing East wall for a southwestern look. Drawing to be completed and signed off on in the near future.
- Frame a small metal / log roof over the store front glass and the small window near the NE corner.

**Store Front Glass:**

- Install aluminum framed insulated glass in the entire original east overhead door opening.
- Install a wood exterior door in the aluminum frame (similar to Reza's Pitch)
- Replace the North window with an aluminum framed fixed insulated glass window.
- Cut in and install a window near the NE corner on the East wall to match the North window.
- Finish caulk

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**"We Build Relationships"**

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**EIFS:**

- Install 2" foam board on the East and North walls to provide a surface to install EIFS and also close up all the holes in the existing wall.
- Base coat and one color finish coat.
- Small simulated logs to be attached below the arched area.
- Finish caulk.
- Sheltering but no heating fees included. Depending upon the time of year and the weather at that time propane and heater fees may be required and are not included.

**ITEMS ALSO INCLUDED:**

- A) Class A contractors license and insured.
- B) Management of the work included in our bid.

**ITEMS NOT INCLUDED:**

Anything not listed above in this bid and temporary power, temporary toilet, building signage, sidewalk closure signage if required, and construction heating.

**TOTAL PACKAGE = \$99,576.00**

(Ninety nine thousand, five hundred, seventy six dollars, and no cents.)

Payment Terms: 20% downpayment, progress payments, and balance due upon completion.  
If any item is not listed above, then it is not provided by Creative Construction, LLC.

Authorized Signature



Chad L. Dietrich - President

PROPOSAL GOOD FOR 30 DAYS

*This is a preliminary estimate and some details with Mark, Val, and the City Planning will need to be worked out prior to an executable contract will be made.*

Kermit's Construction  
1010 1st St SE  
Lot 32  
Mandan, ND 58554

**Project** **October 29, 2015**

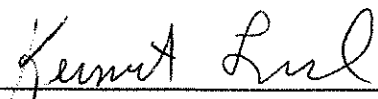
Los Lunas 108 N Mandan St  
Bismarck, ND 58504

**EXTERIOR REMODEL:** 108 N Mandan St, Bismarck.

- Frame the top of the wall to make it look like the drawing by Inline Designs.
- Log sections to be attached to the wall and used for framing canopies.
- Metal roofing for on the canopies.
- New aluminum framed glass with a custom wood entry door. Replace north window with similar glass.
- Cut block wall and add an additional window on the east side.
- Dryvit with insulation to be done on the North and East walls.  
(Cold weather shelter and heaters not included.)

**TOTAL PACKAGE = \$106,500**

\$20,000 down, payments as work progresses, and final.

  
\_\_\_\_\_  
Kermit Lund

Good for 30 days

Accepted \_\_\_\_\_

# Proposal

Page # \_\_\_\_\_ of \_\_\_\_\_ pages

Schauer Construction  
701-204-5087

PROPOSAL SUBMITTED TO: <u>Los Lunas</u>	JOB NAME <u>Remodel</u>	JOB #
ADDRESS <u>108 N mandan st</u> <u>Bismarck ND 58504</u>	JOB LOCATION <u>Bismarck</u>	
PHONE #	DATE <u>11/13/15</u>	DATE OF PLANS
FAX #	ARCHITECT	

We hereby submit specifications and estimates for:

Exterior Remodel

Contractor will Frame up top wall to match Inline Designs Drawing.

Will Frame up metal / log Roof over the Store Front Glass, North Window will Also Be Replaced with matching Glass.

Alluminum Insulated Glass will Be Installed on East Overhead Door openings, Block wall will Be cut out on East side and 1 window Installed Dryvit will Be Installed on the North and East walls, Which will Include 1 Base Coat and 1 Color Coat

Proposal Does Not Include heating Cost that may Be Needed Due to Cold weather (shelter will Be Included in proposal)

Total material + labor  
\$ 108,950<sup>00</sup>

We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of:

\$ One hundred Eight thousand Nine hundred Fifty dollars + 00/100 Dollars

with payments to be made as follows: \_\_\_\_\_

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted Jerry Schauer

Note — this proposal may be withdrawn by us if not accepted within 30 days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature Jerry Schauer

Date of Acceptance \_\_\_\_\_

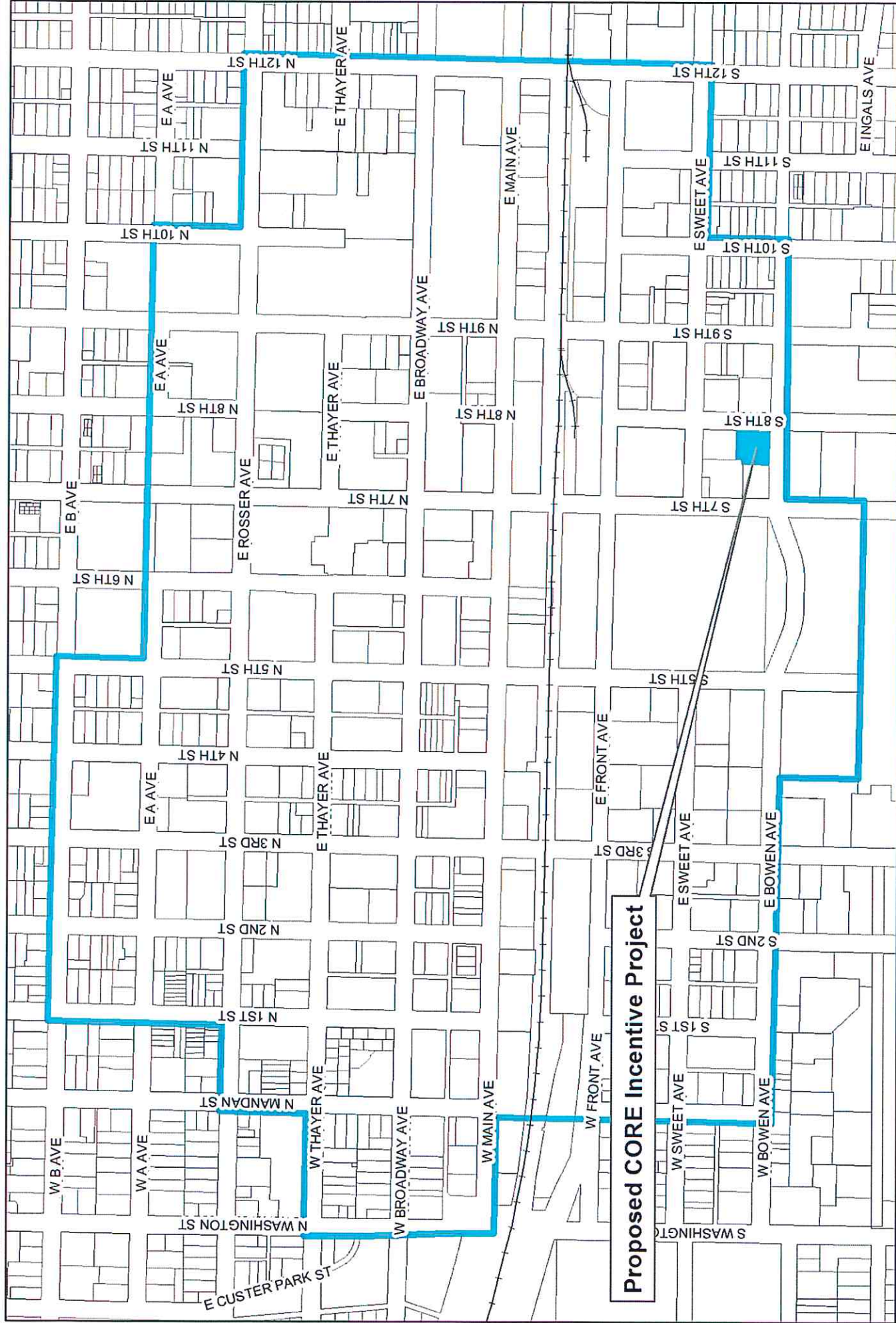
Signature \_\_\_\_\_



## BISMARCK RENAISSANCE ZONE AUTHORITY STAFF REPORT

<b>BACKGROUND:</b>		
<b>Title:</b> 710 East Bowen Avenue – CORE Technical Assistance Bank		
<b>Status:</b> Renaissance Zone Authority	<b>Date:</b> December 15, 2015	
<b>Street Address:</b> 710 East Bowen Avenue	<b>Legal Description:</b> The East 130 feet of Lot 7, all of Lots 8-12 and the East half of the vacated alley adjacent, Block 73, Original Plat.	
<b>Project Type:</b> CORE Incentive Program	<b>CORE Program:</b> Technical Assistance Bank	
<b>Applicant:</b> Triple J Properties, LLC/Jerry Doan	<b>Owner:</b> Jerry Doan	
<b>Project Description:</b> The applicant is requesting assistance from the CORE Technical Assistance Bank to secure architectural and engineering services to update the existing south-facing façade on a 3-tenant commercial building.		
<b>PROJECT INFORMATION:</b>		
<b>Parcel Size:</b> 22,000 square feet	<b>Building Floor Area:</b> 6,000 square feet	<b>Lease Area:</b> N/A
<b>Total Project Cost:</b> N/A	<b>Contractor:</b> N/A	<b>Incentive Grant Requested:</b> Up to \$2,475 (architectural) Up to \$5,775 (engineering)
<b>FINDINGS:</b>		
<ol style="list-style-type: none"> <li>1. The building is located within the Downtown Tax Increment Financing District.</li> <li>2. Technical Assistance Bank grant funds may be used to secure professional architectural and engineering services to assist with feasibility studies, the preliminary review and design assistance, renovation vs. restoration opinions, renovation for reuse studies, site selection assistance, preliminary cost estimates, code analysis, landscape improvements and graphic design. The grant amount for an architect is limited to 30 hours of work with a rate of \$110.00 per hour, and a total dollar amount not to exceed \$3,300. The grant amount for engineering services is limited to 70 hours of work with a rate of \$110.00 per hour, and a total dollar amount not to exceed \$5,775. Applicants will be responsible for a 25% matching contribution; the total grant amount for architectural services shall not exceed \$2,475 and the total dollar amount for engineering services shall not exceed \$5,775. At this time the finite dollar amount has not been established due to the fact that design work will not commence until the final approval from the Board of City Commissioners has been received.</li> </ol>		
<b>RECOMMENDATION:</b>		
<p>Based on the above findings, staff recommends approval of the request for a Technical Assistance Bank grant, which would allow the applicant to procure the services of a licensed architect from the CORE Technical Assistance Bank to assist with exterior façade improvements, design, drafting and other architectural services and the services of a licensed engineer from the CORE Technical Assistance Bank to assist with structural, mechanical and electrical aspects. The maximum architectural grant amount of \$2,475.00 is based on an hourly rate of \$110.00 for a maximum of 30 hours and a 25% match provided by the applicant. The maximum engineering grant amount of \$5,775 is based on an hourly rate of \$110.00 for a maximum of 70 hours and a 25% match provided by the applicant.</p>		

# Proposed CORE Incentive Programs Project - 710 East Bowen Avenue



## City of Bismarck - Community Development Department - Planning Division

This map is for representational use only and does not represent a survey. No liability is assumed as to the accuracy of the data delineated hereon.



0 250 500 1,000 Feet

November 2015





Google earth



## BISMARCK RENAISSANCE ZONE AUTHORITY STAFF REPORT

<b>BACKGROUND:</b>		
<b>Title:</b> River Road Partners, LLC– Purchase with improvements		
<b>Status:</b> Renaissance Zone Authority	<b>Date:</b> December 15, 2015	
<b>Street Address:</b> 212 East Main Avenue	<b>Legal Description:</b> Lot12, Block 52, Original Plat	
<b>Project Type:</b> Purchase with Improvements	<b>Renaissance Zone Block Number:</b> Block Number 18	
<b>Applicant:</b> River Road Partners, LLC	<b>Owner:</b> Hometown Partners, LLP	
<b>Project Description:</b> <p>The applicants are proposing to purchase and rehabilitate the building at 212 East Main Avenue for use as commercial and office space. The project would include remodeling of the common areas for the three apartments on the second floor, creating a new entry to the basement to allow for a commercial tenant, remodeling the basement and exterior improvements.</p>		
<b>PROJECT INFORMATION:</b>		
<b>Parcel Size:</b> 3,250 square feet	<b>Building Floor Area:</b> 4,775 square feet total	<b>Certificate of Good Standing:</b> In process
<b>Assessed Value of Building:</b> \$130,200	<b>Proposed Investment:</b> \$100,000	<b>Estimated Value w/Investment:</b> \$360,000
<b>2014 Property Taxes:</b> \$ 1,697 (building only)	<b>Estimated Property Tax Benefit:</b> \$ 20,800 over 5 years (100%)	<b>Estimated Income Tax Benefit:</b> \$5,000
<b>PROJECT REVIEW GUIDELINES:</b>		
<b>High Priority Land Use:</b> Yes – commercial	<b>Targeted Area:</b> Yes – historic building	<b>Public Space/Design:</b> Yes – exterior
<b>Capital Investment:</b> Yes – significant	<b>New/Expanding Business:</b> Yes – new retail uses	<b>Historic Property:</b> Yes– contributing
<b>ADDITIONAL INFORMATION:</b>		
<ol style="list-style-type: none"> <li>1. At this time, the applicants do not have finalized plans for the exterior improvements to the building; however, they have indicated a desire to purchase the property and then apply for assistance from the CORE Technical Assistance Bank to work with an architect to develop historically-appropriate design for exterior improvements.</li> <li>2. The applicants have indicated a desire to locate their individual businesses on the ground floor of the building after renovations have been made.</li> </ol>		
<b>FINDINGS:</b>		
<ol style="list-style-type: none"> <li>1. The proposed use is consistent with the City’s Renaissance Zone Development Plan.</li> <li>2. Any exterior rehabilitation would need to be sufficient to eliminate any and all deteriorated conditions on the exterior of the building.</li> <li>3. Using the proposed 2014 assessed value of the building (\$130,200) and the total investment of \$100,000, the level of re-investment is approximately 77 percent. Based on the Guidelines for Purchase Projects adopted in May 2006, this project would be eligible for a 100% property tax exemption.</li> </ol>		

(continued)

**RECOMMENDATION:**

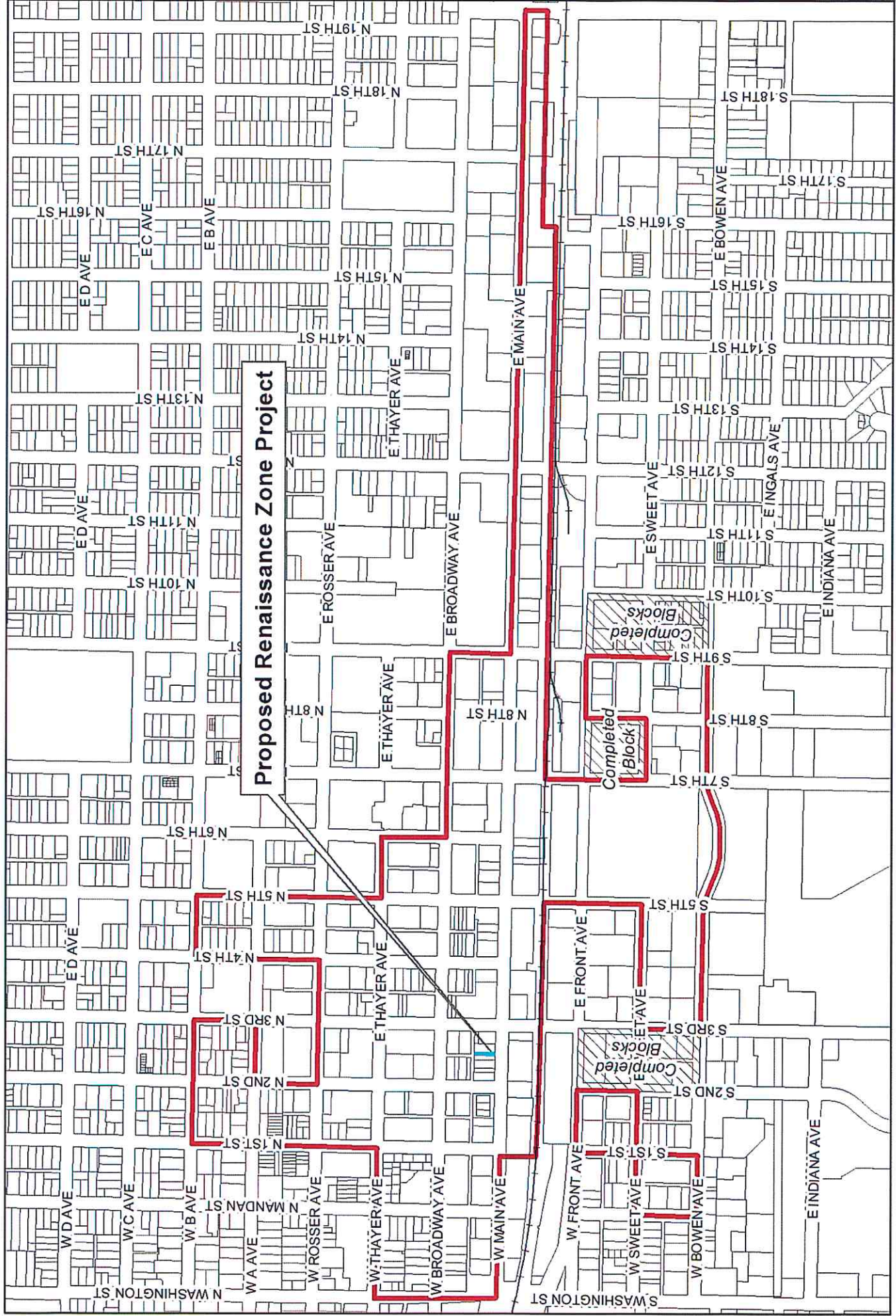
Based on the above findings, staff recommends approval of the designation of the purchase with improvements project for the building at 212 East Main Avenue by River Road Partners, LLC as a Renaissance Zone project, a 100% property tax exemption on the building and improvements for five years beginning with the date of completion, and an exemption from state tax on income derived from the business/investment location for five years beginning with the date of completion, with the following conditions:

1. The project generally conforms to the project description, site plan and conceptual images submitted with the application.
2. All the necessary building and other required permits are obtained prior to commencement of the project.
3. The final design for the proposed exterior façade improvements would need to be reviewed and approved by the Renaissance Zone Authority acting as the Downtown Design Review Committee prior to the commencement of any exterior improvements.

<b>PROJECT INFORMATION:</b>			
<b>Title:</b> River Road Partners, LLC		<b>Project Type:</b> Purchase with Improvements	
<b>Current Valuation:</b> \$160,200		<b>Proposed Investment:</b> \$ 100,000	
<b>MINIMUM CRITERIA:</b>		Possible Points	Staff Rating
<b>Proposals Involving Improvements:</b>			
1	Use consistent with the Renaissance Zone Development Plan	10	10
2	Exterior rehabilitation sufficient to eliminate any and all deteriorated conditions on the exterior of the building	10	10
3	Re-investment totaling not less than 50 percent of the current true and full valuation of the building for commercial properties and not less than 20 percent for single-family homes	10	10
4	Investment of at least \$40 per square foot in capital improvements for commercial properties (the RZA may waive this requirement)	10	10
<b>Proposals Involving a Purchase with Improvements:</b>			
1	Use consistent with the Renaissance Zone Development Plan Specific goals: A1, A2, A3, A7, D1, D2, D3, D4, E2, E3, E4 and F1	20	20
2	Significant level of re-investment based on guidelines for purchase projects Proposed re-investment total: 77%	20	20
<b>Subtotal</b>		<b>40</b>	<b>40</b>
<b>PROJECT REVIEW GUIDELINES - REQUIRED:</b>			
1	High Priority Land Use <ul style="list-style-type: none"> <li>Primary sector business</li> <li>Active commercial, specialty retail and/or destination commercial</li> <li>Mixed use development</li> <li>Residential units, including single or multi-family units</li> </ul>	15	15
2	Capital Investment <ul style="list-style-type: none"> <li>Consideration for level of capital investment</li> </ul>	15	15
3	Targeted Area <ul style="list-style-type: none"> <li>Parcels that have been vacant or underutilized for an extended period</li> <li>Parcels specifically targeted for clearance</li> </ul>	15	15
4	Relocation (vs. New or Expanding Business) <ul style="list-style-type: none"> <li>Relocation from within the downtown area (may not be eligible)</li> <li>Relocation from a community outside Bismarck area (may not be eligible)</li> <li>Maintaining existing business in the downtown area or expanding business</li> </ul>	15	15
<b>Subtotal</b>		<b>60</b>	<b>60</b>
<b>TOTAL</b>		<b>100</b>	<b>100</b>
<b>PROJECT REVIEW GUIDELINES – OPTIONAL:</b>			
1	Public Space/Design <ul style="list-style-type: none"> <li>Incorporation of civic or public spaces</li> <li>Demonstrated commitment to strengthen pedestrian connections</li> <li>Attention to streetscape amenities and landscaping</li> <li>Attention to design and visual appearance</li> </ul>	10	0
2	Historic Preservation and Renovation <ul style="list-style-type: none"> <li>Within the downtown historic district</li> <li>Contributing or non-contributing</li> <li>Historic preservation component</li> </ul>	10	0
<b>Additional Optional Points</b>		<b>20</b>	<b>0</b>
<b>TOTAL</b>		<b>120</b>	<b>100</b>



# 212 East Main Avenue - Purchase with Improvements





**River Road Partners LLC**

208 E Broadway Ave - Suite A

Bismarck, ND 58501

701.220.7724

11.30.15

Renaissance Zone Authority

Bismarck Planning Dept.

221 N 5th St.

Bismarck, ND 58501

Members of the Renaissance Zone Authority:

The following information is regarding our project located at 212 E Main Ave in downtown Bismarck. We are interested in the partnering with the Renaissance zone because we feel we share a vision for maintaining and revitalizing historic downtown Bismarck. We are currently part of downtown and would like to further invest in our future and solidify our place in the core of our city.

**Property Information**

212 E Main Ave

Constructed: 1920

Lot 12, Block 52, Original Platt

Lot: 25 x 130

Finished Sq. Footage: 4,775

Unfinished Sq. Footage: 2000

**Property Current Condition:**

See attached photos:

Main Street side: Dated awning, peeling paint

West face: N/A

East face: Faded paint

North Face: faded paint, weathered door and garage door,

Roof: Currently sound, will need replacement in near future

Windows: Many are old/inefficient

2nd Floor Interior: Needs cosmetic improvements, structurally sound

Main Floor Interior: Needs cosmetic improvements, rear shop area needs renovation.

Structurally sound

Basement Interior: unfinished, needs renovation.

**Current Leases**

Residential - 2 Bedroom  
Residential - 1 Bedroom  
Residential - Studio  
Commercial - Rhythm Records (Retail)

**Future Leases**

Residential - 2 Bedroom  
Residential - 1 Bedroom  
Residential - Studio  
Commercial - Rhythm Records (Retail)  
Commercial - D&N Cinematics LLC (Video Production)  
Commercial - Up & Running Design (Web/graphic design)

**Rehabilitation Project Description**

Our group is comprised of 5 equal partners. Within those 5 partners are 3 existing businesses, D&N Cinematics, Up & Running Design and River Road Gardens. D&N Cinematics and Up and Running Design are currently located downtown. Our vision for this historic property is multifaceted. It should noted we intend on applying for the Technical Assistance Bank in the CORE Incentive Programs to ensure the project is executed in an aesthetically pleasing, and simultaneously code compliant manner. The exterior would include major fascia improvements including removing dated metal awning and, dependent on what is uncovered, possible restoration of transom windows or other features that have been hidden over the years. New windows would be added where current windows have been deemed in poor condition or energy inefficient. Other improvements to the exterior would include repainting the cinder block sides of the building, including the potential installation of an large art piece on the east side of the building. There are 3 residential units in the building. These units would undergo aesthetic rehabilitation including new flooring and paint. The common areas of the residential units would also receive attention including the addition of laundry facilities and removal of a suspended ceiling to expose the historic elements of the building. The main floor would also be stripped of its suspended ceiling to expose the tin ceiling and crown molding underneath. In addition a new entrance to the basement would be created on the main floor (see attached rendering). This would create 2 paths in and out of the basement for proper egress. This coincides with the basement remodel which would include a complete electrical overhaul, installation of bathroom facilities, repainting walls and refinishing floors. It is our hope we could continue to foster growth of small business in the core of Bismarck by making this newly usable space in the basement a place for the current tenant, Rhythm Records, to thrive. Our offices of D&N Cinematics and Up and Running Design would be relocated to the main floor. Within the building mixed usage including residential, professional and retail spaces would coexist to make the building and area a dynamic and vibrant location.

**Project Cost:**

We are currently working with engineers, HVAC specialists, electricians and contractors to estimate project costs. Current estimates are as follows

- Basement Restoration, New Main Floor Stairwell: \$50,000.00
- Main Floor, gut, finish work, electrical, HVAC overhaul: \$20,000.00
- 2nd Floor, finish work, laundry facilities: \$15,000.00
- Fascia, remove awning, signage, paint: \$15,000.00

Total Project Estimate: \$100,000.00

**Timetable:**

Mid January 2016: Anticipated Close Date

Mid January 2016: Demolition in basement begins immediately

Early February 2016: Construction in Basement begins

Late March 2016: Basement Completed, Tenant moves in

Late March 2016: Demolition, HVAC and electrical begins on Main Floor

Mid April 2016: Exterior and Fascia work begin

Mid May 2016: Main Floor completed, Tenants move in

June 1st: All Projects completed

**Estimated Tax Benefit:**

The estimated tax benefit to River Road Partners LLC would be approximately 12,000.00 each year or 60,000.00 over 5 years. State tax benefit would apply to 3 tenants of the building:

D&N Cinematics LLC

Up & Running Design

Rhythm Records

Estimated state income tax benefit over 5 years is 25,000.00 total for all businesses. Exact projections would need to be made based on tax info gathered from each business.

**Renaissance Zone Goals & Objectives**

- *Establish the Renaissance Zone as the Center of Business Life, Government and Cultural Opportunity for the Bismarck Region.*

Within the same building there are professional services, living space and retail. We believe the mixed-use nature of this particular property brings a unique vibrancy.

- *Promote the Renaissance Zone as the Preferred Location for Hotel, Class A Office Buildings, Specialty Retail, Government and Institutional Uses.*

We believe this would be a unique center for creativity in the visual arts with a video production and graphic/web design company. In addition, Rhythm Records is currently a strong proponent of local music and would continue to foster growth in the arts.

- *Maximize Accessibility of the Renaissance Zone from Throughout the Region and Provide Safe, Convenient, and Attractive Circulation Within the Zone.*

Care would be taken to ensure proper accessibility inside and out of the structure.

- *Arrange Compatible Land Uses in Compact and Orderly Ways to Enhance the Functions of the Renaissance Zone.*

We feel our usage would be compatible with land use functions of the Downtown Core and Renaissance Zone.

- *Encourage a Zone That Upholds Bismarck's Heritage as Well as Recognizes and Takes Advantage of its Pattern of Development.*

Utmost care would be taken to preserve the historic nature and appearance of this property to enhance not only this particular building but hopefully the surrounding area.

- *Achieve High Quality in the Design and Visual Appearance of the Renaissance Zone.*

As previously mentioned we plan on applying for the Technical Assistance Bank in the CORE Incentive Programs to ensure the project is executed in an aesthetically pleasing, and simultaneously code compliant manner. We want to maximize functionality while also preserving historic aspects of the building and restoring it to its former charm.

### **Conclusion**

Our team members are comprised of all Bismarck/Mandan natives. Someone would be hard-pressed to find a group of more enthusiastic and passionate individuals. We already feel excited to be part of the energy in downtown Bismarck and are looking forward to investing not only in our companies, but in the community with the purchase and renovation of this building. Thank you for your time and consideration. We hope to have your support.

Sincerely,



David Diebel  
Co-Founder | D&N Cinematics LLC

Managing Member  
River Road Partners LLC



